

Travel & Expense Account Summary

Employee Name Therese DELGADILLO
Expense Dates 06/02/10-06/25/10
Report Name 9001--June 2010

Request Total \$ 404.70
Direct Charge Total - 334.20
Travel Advances - 0.00
Net Due Employee = **70.50**

| Trip Totals | | |
|-----------------------|---------------|--------------|
| Trip/Expense Category | Trip Name | Total Amount |
| Regular Travel | June 25, 2010 | 12.50 |
| Regular Travel | June 2, 2010 | 392.20 |

NOTE: (d)=Direct Charge

| DATE | Wed Jun 2 | Wed Jun 2 | | | | | | | | TOTAL |
|----------------------------|---------------|--------------|--|--|--|--|--|--|--|---------------|
| Commercial Air Fare (d) | 334.20 | | | | | | | | | 334.20 |
| Mileage, Personal Auto | 5.00 | 5.00 | | | | | | | | 10.00 |
| Parking, Auto | 9.00 | | | | | | | | | 9.00 |
| Taxi Fare | 15.00 | | | | | | | | | 15.00 |
| Breakfast | 6.00 | | | | | | | | | 6.00 |
| Dinner | 18.00 | | | | | | | | | 18.00 |
| TOTALS \$ | 387.20 | 5.00 | | | | | | | | 392.20 |

| DATE | Fri Jun 25 | | | | | | | | | TOTAL |
|------------------|---------------|--|--|--|--|--|--|--|--|--------------|
| Parking, Auto | 12.50 | | | | | | | | | 12.50 |
| TOTALS \$ | 12.50 | | | | | | | | | 12.50 |